

Lisbon Board Of Education  
Lisbon Regional School  
Lisbon, New Hampshire

May 12, 2021  
5:30 PM

## MINUTES

**PRESENT:** Vice Chairman Bob Adams, Principal Jackie Daniels, Vice Principal Paula Frank, Superintendent Tari Thomas, Business Administrator Toni Butterfield, Board Members, Steve Sherry, Lori Williams, Nina Brown, Scott Peterson, and Mo Chandler.

Public attendees: Ben Jellison (via zoom), Alexis Bach (via zoom) Abigail Mahoney, Grace Mahoney, Sable Quinn, Nikki Woods,

Superintendent Tari Thomas called the meeting to order at: 5:30 pm.

First order of business is the nominations and reorganization of the Lisbon Board of Education.

**MOTION MADE BY BOARD MEMBER LORI WILLIAMS TO NOMINATE OWEN CLARK AS BOARD CHAIRMAN UPON HIS ACCEPTANCE OF THE NOMINATION, SECONDED BY BOARD MEMBER STEVE SHERRY. ALL IN FAVOR. APPROVED.**

**MOTION MADE BY BOARD MEMBER NINA BROWN TO NOMINATE BOB ADAMS AS BOARD VICE CHAIRMAN, SECONDED BY LORI WILLIAMS. ALL IN FAVOR. APPROVED.**

Superintendent Tari Thomas suggested a motion to approve Vice Chairman Adams to conduct the rest of the evening's meeting in Chairman Clark's place.

**MOTION MADE BY BOARD MEMBER NINA BROWN TO APPROVE VICE CHAIRMAN ADAMS TO CONDUCT THE REST OF THE EVENING'S MEETING IN CHAIRMAN CLARK'S PLACE, SECONDED BY BOARD MEMBER STEVE SHERRY. ALL IN FAVOR. APPROVED.**

Public Attendee Grace Mahoney representing the senior class of 2021 shared plans to the board about the hopes for their class trip, the first option being visiting Spare Time and Big Air in Burlington, Vermont and their second option being to visit Alpine Adventure in Lincoln, New Hampshire and ending their day at the Jessemen's camp.

**MOTION MADE BY NINA BROWN TO AUTHORIZE THE SENIOR CLASS TO HAVE A DAY OFF MAY 25TH, SECONDED BY SCOTT PETERSON. ALL IN FAVOR. APPROVED**

Public Attendee Nikki Woods proposed school Specials' teachers move back to doing Specials in the Specials' classrooms such as Music, Art, Technology, Library, and Gym. Reasons for the request for reconsideration include, no COVID-19 cases within the school, low COVID-19 case numbers within the towns of Lisbon, Lyman, and Landaff, and the COVID-19 restrictions/protocols are adequate and being rigorously followed by teachers, other staff, and students. Specials teachers are also limited to the supplies they can take out of their rooms and travel with to classrooms such as some art supplies that do not travel well (ex. paint). From a behavior standpoint, students behave differently when they are in their general classrooms than when they are in the Specials' classrooms due to more distractions in a general classroom that don't pertain to their Specials' class such as students fidgeting with items within their desks. Holding Specials, such as Music, within the general classrooms has also created a distraction to the other classrooms surrounding during that time. Lastly the classrooms aren't equipped for some of the Specials such as Technology and the Kindergarten classes. Teachers would like to keep kids happy and healthy and believe allowing the students to return to their Specials' classrooms would be sufficient in doing that.

**MOTION FOR SPECIALS TO RETURN TO SPECIALS' CLASSROOMS BY BOARD MEMBER NINA BROWN, SECONDED BY BOARD MEMBER LORI WILLIAMS. ALL IN FAVOR. APPROVED.**

**MOTION MADE BY BOARD MEMBER STEVE SHERRY TO APPROVE THE APRIL 13, 2021 BOARD MINUTES, SECONDED BY BOARD MEMBER NINA BROWN . ALL IN FAVOR. APPROVED.**

**FINANCIAL:**

Toni has an updated surplus/deficit statement showing our unencumbered balance will be higher than previously thought and should be \$1,081,111. This is due to a few reasons such as the COVID money covering expenses related to COVID that were not budgeted for. There were also things that were budgeted for that weren't able to happen due to the effects COVID had this year to the operations of the school.

Principal Jackie Daniels let the Board know Littleton Chevrolet will no longer be a driver's education car. Ben Jellison is suggesting purchasing a reliable used car for Drivers Education to cut down on long-term costs of renting the car through a car dealership.

**MOTION MADE BY NINA BROWN TO ALLOW DRIVERS EDUCATION TO LOOK FOR ANOTHER CAR. SECONDED BY STEVE SHERRY. ALL IN FAVOR. APPROVED.**

Toni gave the Board the food summary showing that we are at a loss of \$354.04 as of 4/30/21. Toni expressed that relative to the other surrounding areas, this isn't bad as other schools are looking at losses that are double that. Kudos to the food service company for cutting food costs and labor costs as well as kudos to Principal Jackie Daniels and teachers/staff helping to keep costs down.

Oil and Propane sent out bid proposals to 7-8 companies. Irving and Dead River Campaign were the two companies to send in bids. Board members have concerns about who is liable for the current propane tanks at the school. Changing propane companies will mean the propane tanks must be changed to the current company's tanks. Waiting on clarification as to who owns the tanks and who must remove said tanks.

**MOTION TO LOCK IN IRVING BID FOR OIL BY NINA BROWN, SECONDED BY STEVE SHERRY. ALL IN FAVOR. APPROVED.**

**MOTION TO HOLD OFF ON ACCEPTING PROPANE BID UNTIL CLARIFICATION OF LIABILITY OF TANKS COMES THROUGH, DEPENDING ON INFORMATION FROM THE CLARIFICATION ALSO ALLOWING VICE CHAIRMAN BOB ADAMS TO MAKE THE FINAL DECISION, SECONDED BY LORI WILLIAMS. ALL IN FAVOR. APPROVED.**

#### **BUILDING AND GROUNDS:**

Board member Steve Sherry sharing on building and grounds reported Custodian Steve will not be back, last day is 6/16. Custodian Anna will not be back, last day is also 6/16. School hoping to hire 5 students over the summer for custodial work. The committee is thinking of ways to fund the 5th student custodial worker as in a "normal" year we hire 4. JP Pest installed all of the pest control apparatus 5/6, inspected monthly. The Hobart mixers that were leaking oil were repaired 5/10. The gym curtain was jammed due to the electrical gang box being damaged which led to the limit switch failing. Harold, Harry, Jim, and James from New England Wire Technologies saved the day 5/3. Gym inspection was done and came back that the first steps removed due to

the basketball court is a code violation. Asbestos removal is scheduled to start on 6/21. On 5/7 the filters were replaced on the air purifiers. These filters are only lasting 3 months instead of the intended 12. The pre-filters are washed bi-weekly and dried overnight. Board member Mo Chandler asked for clarification why the filters were needing to be replaced more often than are expected. Principal Jackie Daniels answered this question saying they need to be changed more frequently due to the sweeping happening everyday in the classrooms. These air purifiers do not sit very high off the ground and filter through all that may be swept thus shortening their lifespan, but making the air in our classrooms extra purified. During the oil tank inspection we were commended on the cleanliness of the oil. This is solely due to the oil additive we use. The tube slide repair is waiting on the repair quote. Home Economics needed a new washer machine.

**BUDGET:**

No Report

**POLICY HANDBOOK:**

No Report

**EXECUTIVE BOARD:**

Superintendent Tari Thomas updated the board on the re-organization and hirings for the central office. Two job descriptions were approved for a 1st reading; HR and Administrative Assistance. Two job descriptions were approved for a 2nd reading; SOC Project Manager and SOC Project Assistant. The full board meeting is scheduled for Wednesday, June 16th at 5:30 at Profile. All boards of education will be moving to school based emails for a July 1st start.

The Stronger Together Plan document has been updated with enrollment, new hires, and some new photographs.

**NEGOTIATIONS (PROFESSIONAL STAFF):**

No report

**NEGOTIATIONS (SUPPORT STAFF):**

No Report

**TRANSPORTATION:**

No Report

**TECHNOLOGY:**

Replacing network switches to go with fiber costing about \$17,000. Replacement was made to speed the internet up and make the increased technology usage due to COVID run more smoothly. Smart Boards are being replaced by Promethean Boards. Subscriptions to GoGuardian being purchased to aid teachers in monitoring what students are doing on their laptops while in class. There is going to be a phone system upgrade that will cost about \$16,500 to be up-to-date with current law being that when dialing 911 it is not required to dial out. It has been quite some time since the phone system has been replaced.

#### **BROWN FUND:**

The Brown fund money proposing the purchase of a promethean board and roll around stand. This will be discussed at their next meeting.

#### **LISBON EDUCATION FOUNDATION:**

No Report

#### **PRINCIPAL'S REPORT:**

**Amazon Smile Update:** Principal Jackie Daniels shared the Lisbon Education Foundation has registered with Amazon Smile allowing Amazon shoppers to donate a portion of eligible mobile app purchases to us. This has been going great.

**Academic Team:** The Lisbon Academic Team had their final tournament that was held virtually and all members did outstanding. Members representing Lisbon in the tournament included Seniors Rachel Strout, Aiden Jesseman, and Logan McKinley, and Junior Dan Cole. Lisbon's record for the day was 4-6, and three of the losses were only by 1 point. All members scored and as a team they scored every round. Hurray Lisbon Academic Team!

Principal Jackie Daniels also stated Jenny Watson Director of Special Education and Laura Clark Middle School Counselor are looking into the option of hiring a separate Preschool Coordinator, a permanent substitute that will be in-house every day to aid in our substitute shortage, as well as a Multi-Tiered System of Support Interventionist to develop behavior plans, compensatory services, and more. The hiring of such positions would alleviate workload that has been spread amongst many employees spreading them thin and would allow for a strengthened connection to our preschool students that will be entering our school system as well as aiding in our student's success to bounce back to in-school learning this fall.

Board Member Mo Chandler asked about left over COVID money possibly being used to cover costs that have been cut for next year. The board discussed there can be more thought about this in committees and future meetings.

**IMPORTANT DATES:**

May 20th - Instrumental/Choral Spring Concert for families of band and chorus students-5:30pm

May 24th - 25th - Camp Cody Nature on Wheels - grades 5-7

May 27th - Senior Portfolio Defense - 6:00pm-8:00pm

May 31st - Memorial Day (No School)

June 8th - 8th Grade Celebration - 6:00pm

June 9th - Kindergarten Celebration - 1:00pm

June 9th - School Board Meeting - 5:30pm

June 11th - MS/HS Awards - 1:00pm

June 11th - 14th - Kindergarten Registration

June 13th - Graduation Class of 2021 - 2:00pm

June 14th - Elementary Awards - 10:00am

June 16th - Last Day of School Early Release - 12:00pm

June 17th - Staff Development

**SUPERINTENDENT:**

Superintendent Tari Thomas shared the students of Lisbon Regional are grateful there will be a prom. Superintendent Thomas commended the students for taking the time and care into safety planning for this event to stay within regulations.

**Staff Nominations**

Melissa Jellison, High School Science

Melissa Leo, High school Counselor

Jeffrey Kin, Elementary Special Education.

All three are very excited to come to Lisbon Regional and would be honored to work with such a wonderful school system.

Board member Nina Brown asked for clarification as to whether this new hire for High School Science would impact the Running Start programs currently offered in that department. Principal Jackie Daniels assured that Pauline Corzilius will be working with Melissa Jellison to be sure there is a smooth transition for the programs to be sustained.

**MOTION MADE BY NINA BROWN TO APPROVE STAFF AS NOTED, SECONDED BY MO CHANDLER. ALL IN FAVOR. APPROVED.**

**Staff Resignations**

Devon Larabee resigning his position in Music

Katie Hart resigning her position in Music.

**MOTION MADE BY NINA BROWN TO APPROVE THE STAFF RESIGNATIONS AS NOTED, SECONDED BY STEVE SHERRY. ALL IN FAVOR. APPROVED.**

Superintendent Tari Thomas shared the General Assurance Form for Federal Grants. This assurance form is now pro forma for any NH schools receiving federal funds; it lets the US Dept of Ed know that we will abide by all federal regulations in the use of these funds (like the Title grants and various special education grants); it is critical that the chair and herself initial numerous pages; Tari asked to please vote to direct the chair to sign.

**MOTION TO ALLOW BOARD CHAIR TO SIGN, SECONDED BY NINA BROWN. ALL IN FAVOR. APPROVED.**

Discussion about a conflict of the June 9th Board Meeting as it is scheduled on the same evening as the Bethlehem Annual Meeting. Alternative dates include June 1st, 2nd, 3rd, 14th, and 17th.

**MOTION MADE BY NINA BROWN TO MOVE JUNE SCHOOL BOARD MEETING TO JUNE 3RD AT 5:30PM, SECONDED BY LORI WILLIAMS. ALL IN FAVOR. APPROVED.**

**MOTION MADE LORI WILLIAMS TO ADJOURN MEETING AT 6:42pm, SECONDED BY NINA BROWN. ALL IN FAVOR. MOTION CARRIED.**

Respectfully submitted,

Alexis Blowey  
Board Clerk